



**DENTAL BOARD OF CALIFORNIA**  
1432 HOWE AVENUE, SUITE 85, SACRAMENTO, CA 95825-3241  
TELEPHONE: (916) 263-2300  
FAX: (916) 263-2140



Examination Committee Meeting  
November 6, 2003  
Los Angeles, CA

### **Minutes**

**Members Present:**

Newton Gordon, DDS  
Patricia Osuna, RDH  
Ariane Terlet, DDS  
Chester Yokoyama, DDS

**Member Absent:**

George SooHoo, DDS, Chair

**Staff Present:**

Cynthia Gatlin, Executive Officer  
Gladys Mitchell, Staff Manager  
La Rita Abdul-Rahman, Secretary  
Norine Marks, Legal Counsel

The meeting was called to order at 11:30 am. All members of the committee were present except Dr. George SooHoo. A quorum was established.

### **AGENDA ITEM 3 – Approval of Minutes**

The minutes of the July 10, 2003 meeting were approved with the following amendment: Agenda Item 11 – Dr. Yokoyama and Ms. Osuna have been in contact with several different representatives of USC to discuss ~~the~~ their decision not to allow the use of Ultrasonic Scalers without a dental assistant on the RDH Exam. (Osuna/Yokoyama)

### **AGENDA ITEM 4 – Approval of 2004 Exam Dates**

A revised schedule was provided to the committee. The September 9-13 exam will be held at USC instead of Loma Linda. It was m/s/c (Yokoyama/Osuna) to approve the revised exam for 2004. The committee also delegated to staff, the authority to change dates and locations as needed.

## **AGENDA ITEM 5 – Proposed Regulatory Change to Section 1041 – Examination Requirements**

It was m/s/c (Terlet/Yokoyama) to set for hearing Section 1041 with the delegation to staff to make non-substantive changes.

Dr. Earl Johnson asked for clarification of “successful completion”.

## **AGENDA ITEM 6 – Occupational Analysis**

Ms. Cynthia Gatlin provided the history of the Occupational Analysis. The last one was completed in FY 95/96. A Budget Change Proposal (BCP) was approved for FY 01/02, but because the Request For Bid did not get out in time, the money was reverted. Another BCP will be submitted for FY 05/06. Ms. Gatlin will also request assistance from the Office of Exam Resources to perhaps get the Analysis done sooner. In conjunction with the Occupational Analysis, the board is required to do a survey of training and practices for Oral Maxillofacial Surgeons.

## **AGENDA ITEM 7 – Review of Policy on Board Member Roles at Exams**

Dr. Ariane Terlet would like the committee to start thinking about how to define the roles of board members at the exams, and putting together an Exam Manual to present at the January meeting. Staff was directed to gather all prior policies and other related information.

## **AGENDA ITEM 8 – Review of Job Description, Responsibilities and Authority of Exam Chairman**

Dr. Ariane Terlet initiated discussion on drafting a policy clarifying board issues vs. staff issues at exams. She would like the committee to meet outside of the board meeting to discuss and draft policies and procedures for

- Board Member Roles at the Exam;
- Responsibility and Authority of Exam Chair; and
- Use of Student DAs at the clinical exam

She would like Chief Examiners, Dr. Savio and Dr. White, to be a part of this process.

## **AGENDA ITEM 9 – Dental Exam Statistics**

This was provided as information only.

**AGENDA ITEM 10 – Auxiliary Examination Statistics**

This was provided as information only.

**AGENDA ITEM 11 – Proposed Changes to Section 1033.1**

It was m/s/c (Gordon/Terlet), pending review by Office of Exam Resources to set for hearing, Section 1033.1 with an amendment to include 1<sup>st</sup> year hygiene students.

**AGENDA ITEM 12 – Discussion on Changes to Section 1028**

Dr. Terlet asked that this item be tabled.

**AGENDA ITEM 13 – Discussion on Utilizing Student DAs at the Clinical Exam**

This issue will be discussed in more detail at the off-site committee meeting.

No Public Comments were made and the meeting was adjourned at 12:15pm.